

APPENDIX A

Proposed Amended Rule 10(d)

Rule 10(d). Method of preparation and filing

All pleadings and other papers filed in any action or proceeding shall be on white, opaque, unglazed paper measuring 8-1/2 inches x 11 inches, with a margin at the top of the first page of not less than 2 inches; a margin at the top of each subsequent page of not less than 1-1/2 inches; a left-hand margin of not less than 1 inch; a right-hand margin of not less than 1/2 inch; and a margin at the bottom of the page of not less than 1/2 inch.

Notwithstanding the foregoing, exhibits, attachments to pleadings, or pleadings from jurisdictions other than the State of Arizona which are larger than the specified size shall be folded to the specified size or folded and fastened to pages of the specified size. Exhibits or attachments to pleadings which are smaller than the specified size shall be fastened to pages of the specified size. An exhibit, attachment to a pleading or a pleading from a jurisdiction other than the State of Arizona not in compliance with the foregoing provisions may be filed only if it appears that compliance is not reasonably practicable.

All pleadings and other papers filed shall have the pages numbered and shall state the number of the action, the title of the court and action, the nature of the paper filed and the name, address, Arizona Bar Number and telephone number of the attorney. Originals only shall be filed, except that where it is necessary to file more than one copy of a pleading or other paper the additional copies may be photocopies or computer generated duplicates.

All pleadings and other papers filed, other than printed forms, shall be clearly handwritten or typewritten on one side of the page only. The body of all documents shall be double spaced and shall not exceed ~~28~~ 22 lines per page, except for headings, quotations and footnotes which may be single spaced.

Printed forms may be single spaced except that those requiring the signature of a judge or commissioner shall be double spaced. Printed forms must be single sided. All printed forms shall be on paper of sufficient quality and weight to assure legibility upon duplication, microfilming or imaging.

The court may, on its own motion or on request of any party, waive any of the foregoing requirements or provisions.